

## MINUTES

June 14, 2012 Carlisle Housing Authority (CHA) Meeting

Attending: Carolyn Ing; Steven Pearlman; Alan Lehotsky; James Bohn; W. Randall Brown

Guests: Timothy Hult, Carlisle Board of Selectmen; Greg Peterson, Chair, Town of Carlisle Affordable Housing Trust; Douglas Stevenson, Carlisle Board of Selectmen; John Williams, Carlisle Board of Selectmen; Toby Kramer, NOAH; Elizabeth DeMille Barnett, Housing Coordinator

1. Meeting came to order at 7:25 p.m.
2. **Community input:** None
3. **Election of Officers.** Alan Lehotsky nominated Steven Pearlman for Secretary. W. Randall Brown seconded the motion. All in favor, the motion passed unanimously. Mr. Lehotsky nominated James Bohn for Treasurer and Mr. Pearlman seconded the motion. All in favor, the motion passed unanimously. Mr. Pearlman nominated the Mr. Lehotsky for Chairman, Mr. Brown seconded the motion. All in favor, the motion passed unanimously.

Mr. Lehotsky announced that James Bohn had made the decision not to serve another term on the Town of Carlisle Affordable Housing Trust (Trust). Mr. Lehotsky nominated Carolyn Ing as Housing Authority representative to the Trust. Ms. Ing agreed to serve. Mr. Bohn seconded the motion. All in favor, the motion passed unanimously.

Mr. Brown nominated Steven Pearlman to be the Housing Authority representative to the Community Preservation Committee (CPC) and Mr. Lehotsky seconded the motion. All in favor, the motion passed unanimously. Mr. Bohn nominated Mr. Brown to be CPC Alternative Representative, Mr. Lehotsky seconded the motion. All in favor, the motion passed unanimously.

Mr. Lehotsky and Elizabeth D. Barnett will seek approval from Board of Selectman on Housing Trust and CHC representatives.

4) **Planning Day Update.** Mr. Lehotsky started by thanking Betsy Fell for the excellent *Carlisle Mosquito* coverage on the event. He reported that in preparation for the event, projected new housing growth numbers had been developed for two scenarios: one which had the private market entirely develop the Town's Housing Production Plan goals versus and a second case, which would have the Town provide land for rental ground lease affordable housing developments. He noted that a comparison of these two scenarios provided a compelling case for the latter, which was a best case scenario. Mr.

Lehotsky reported that the next goal was to take this affordable housing presentation on the road to all Town boards.

Greg Peterson added it will be important to identify land parcels for purchase, which can be used for a pipeline for future rental projects in order to meet the Town's Housing Production goals to 2031. He noted that the differential in capital costs to the Town, between the best case scenario with the Town investing in land and providing rental ground lease opportunities versus allowing the private market to develop affordable housing were significantly greater for the latter. He also said that the Town might consider Chapter 40R, which has significant benefits over Chapter 40B in the development of affordable housing. Timothy Hult said that it will be important to have a larger plan and to continue outreach, so that there is an understanding as to how this effort works with the Town's Housing Production Plan.

Mr. Lehotsky said that this work will need to be a collaborative effort between the Housing Authority and the Trust. He concluded by offering to make available a shorter version of the presentation he made on Planning Day to anyone who is interested.

## **5. Benfield Farms Update**

Alan Lehotsky started by saying that the Housing Authority will need to hire Special Legal Counsel for the development of documents and the negotiations needed for Benfield Farms, e.g., the License Agreement (easement); road right of way; ground lease and development agreement, etc.). He said that some of this work will be need to be in collaboration with the Board of Selectmen. Mr. Bohn nominated Mr. Lehotsky to enter into negotiations to select and hire an attorney to assist with the development of these Benfield documents and negotiations for a maximum fee of \$5,000. Mr. Brown seconded the motion. The motion passed unanimously.

Toby Kramer, from NOAH, proceeded with a Benfield Farms project status update which described the Benfield Farms schedule from the present until December 31, 2012, the deadline which the Department of Housing and Community Development has imposed for a closing on the financing. She said that the development, testing and permitting of the well was critical for to close on the financing. She said that in order to complete this preliminary site work, NOAH would be approaching the Affordable Housing Trust for the funds, which the Housing Authority had requested as Town meeting appropriations (2008) for senior housing infrastructure on the property. She noted in addition to these funds, that the Community Economic Development Action Corporation (CEDAC) had also provided an additional \$300,000 in predevelopment funds. Discussion followed on the permitting, design steps and financing steps necessary to complete this process.

Ms. Kramer also reported that NOAH's proposed schedule was to begin construction in March. A discussion ensued by CHA members, Ms. Kramer, Mr. Peterson of the Housing Trust, Mr. Williams, Board of Selectmen (BOS) and others on how to achieve the remaining tasks in a timely manner. Mr. Peterson said that in addition to NOAH, the CHA needs to "drive the bus" on getting this done.

**New Business:**

6. Douglas Stevenson, BOS, urged the Housing Authority to press ahead on launching the Affordable Accessory Apartment program and for developing as many affordable accessory apartments permitted as possible.
7. Mr. Peterson said the Housing Trust will "drive the bus" (in collaboration with the CHA) on an initiative to develop a plan for BOS approval on how Carlisle should make strategic plans to achieve the 10% affordable housing goal contained in the 40B law for the next 15 to 18 years.
8. **Next Meetings** of CHA: July 12<sup>th</sup> and July 24<sup>th</sup>. There may also have to be a meeting on June 26; Mr. Lehotsky will let CHA members know if that is necessary.

**Meeting Adjourned** at 9:30 p.m.